Federal City Performing Arts Association DRAFT
Board of Directors Meeting Minutes

Wednesday, February 10, 1999
2801 M St., NW, Washington, DC

DIRECTORS: Present: Darrell Lewis, Jeff Peirce, Joe Vignali, Jerry Carpenter, Chip Heath, Kris Marshall, Jack Gerard, Henry Salevsky, Ed Wilber

ABSENT: Rich Aldret, Mark Bombaci (Proxy Received), Thom Gibb (Proxy Received), Bill Eadie,

STAFF: John Perkins, James Holloway

Guest:

I. Call to Order
Lewis called meeting to order at 7:10 PM.

II. Open Forum

III. Approval of Minutes
Motion to approve the minutes.
Peirce moves for the approval of the minutes as amended, Marshall seconds.
Unanimous in favor. Minutes approved.

IV. Operations Committee
Vignali was absent but the OPS meeting had been snowed out.

V. Financial Report
See report for more detail. Final numbers have not been reported for the holiday concert. The Lincoln staff reported a number but the number was doubted as per John Perkins. Herman will be presenting the final number of tickets sold by the next meeting. Heath asked for an explanation of why merchandise sales were lower. Peirce indicated that it was due to less than expected CD sales.

Carpenter moved that the BOD accept the Finance Report, Heath seconds. Unanimous in favor.

Operational issues expressed were that there was a lack of high commitment of volunteers. Lewis indicated that volunteer request forms were passed out and approximately 60 have been returned. Salevsky said that we should revisit the concept of a volunteer coordinator either inside or outside the organization. Holloway affirmed that we are "over fishing the same pond" and that we should establish a task force to look into ways of recruiting management personnel for the organization such as we do for singers. Perkins said that outside commitment to the organization may not be good because they do not pay dues. What would motivate these volunteers? Wilber said that the key is to get more people on the BOD for true commitment. Holloway indicated that we need to tell the community more that we are looking for different types of people. Lewis indicated that we should put a notice in the program that we are looking for help.

Peirce introduced the Finance Policies for approval.

Peirce moves, Wilber seconds, to adopt the financeial policies as presented at the meeting and as attached. These policies shall supercede all previously adopted financial policies for the Association, including the policies covering expenditures passed in 1981, reimbursement and contract authority passed in 1982, and the financial overhaul passed in 1997.
Unanimous in favor.

Peirce indicated that an investment policy group would follow at a latter date. Heath raised questions of signatures needed for contracts but consensus was for acceptance as the policy is written.

VI. Executive Director

Perkins praised the efforts of the Finance Committee for their hard work on the policy statements. Please see report for more detail. Bridge Builders grant is once again in progress. Holloway suggested that we pursue a Unitarian Church initiative to work outside groups by bring performances to various groups. Perkins is forming a team to look into the possibilities. Heath, Lewis, and Perkins volunteered to work on the project.

VII. Music Report

Holloway provided a report for greater detail. The season music review is on the agenda for the next meeting. Lewis asked about venues and time tables for the joint performances in the coming year. Several suggestions were given that need to be confirmed. Performances by SFGMC and other are being considered. A review of the events during the GALA Music Director's Conference were presented by Holloway.

VIII. President's Report

Lewis presented the new CD cover and presented a synopsis of the project. The play list needed finalized, sponsorships were needed, as well as music rights and permissions. Dupler was completing the liner notes. Auction sponsors were needed for $100. Orchestra sponsors were needed and will be asked via the phone – 24 musicians at $400 each were expected. The "In Memorial" project for Len Padget will be postponed this concert. Chadburn has indicated that he would provide music for fundraising events as needed.

IX. New Business

- Heath presented ideas on the Memorial Quilt. Two people have agreed to help on the project. A guideline for names selection will be presented at the next meeting.
- Salevsky asked what would be needed for AFGM to launch a fundraising effort. He was asked to present a proposal to Finance or the Executive Committee for review so that the BOD may approve the effort.

X. Adjournment

Wilber moved, Peirce seconded a motion to adjourn. Unanimous in favor.

Respectfully submitted,

Jerry Carpenter
Secretary, FCPAA